

EPAUnited States Environmental Protection Agency
Washington, DC 20460**Work Assignment**

Work Assignment Number

4-05

☐ Other ☐ Amendment Number

Contract Number

EP-D-11-006

Contract Period 04/29/2011 To 03/31/2015

Base

Option Period Number 3

Title of Work Assignment/SF Site Name

Passive Sampling Methods

Contractor

EASTERN RESEARCH GROUP, INC.

Specify Section and paragraph of Contract SOW

Purpose



Work Assignment



Work Assignment Close-Out



Work Assignment Amendment



Incremental Funding



Work Plan Approval

Period of Performance

From 04/01/2014 To 03/31/2015

Comments

The work plan dated 04/14/14 has been reviewed and we concur with the labor mix, technical hours (318), ODCs, total estimated cost \$47,242 and completion date 03/31/15 as specified. This document is IAW the OHA 7.3.5.1(2)



Superfund

Accounting and Appropriations Data



Non-Superfund

SFO

(Max 2)



Note: To report additional accounting and appropriations data use EPA Form 1900-69A.

S	DCN (Max 6)	Budget/FY (Max 4)	Appropriation Code (Max 5)	Budget Org/Code (Max 7)	Program Element (Max 9)	Object Class (Max 4)	Amount (Dollars)	(Cents)	Site/Project (Max 8)	Cost Org/Code (Max 7)
1										
2										
3										
4										
5										

Authorized Work Assignment Ceiling

Contract Period

04/29/2011 To 03/31/2015

Cost/Fee \$0.00

LOE 0

This Action

\$47,242.00

318

Total

\$47,242.00

318

Work Plan / Cost Estimate Approvals

Contractor WP Dated

04/14/2014

Cost/Fee \$47,242.00

LOE 318

Cumulative Approved

Cost/Fee \$47,242.00

LOE 318

Work Assignment Manager Name Shaibal Mukerjee

Branch/Mail Code

Phone Number 919-541-1865

FAX Number:

(Signature)

(Date)

Project Officer Name ~~Karen C. Watson~~

MARGARET DOUGHERTY Paul?

Branch/Mail Code

Phone Number 919-541-3114

FAX Number:

(Signature)

(Date)

Other Agency Official Name

Branch/Mail Code

Phone Number:

FAX Number:

(Signature)

(Date)

Contracting Official Name Rodney-Daryl Jones

Branch/Mail Code

Phone Number 919-541-3112

FAX Number:

Rodney-Daryl Jones

MAY 12 2014

(Signature)

(Date)

EPAUnited States Environmental Protection Agency
Washington, DC 20460**Work Assignment**

Work Assignment Number

4-05

☐ Other ☐ Amendment Number:

Contract Number

EP-D-11-006

Contract Period 04/29/2011 To 03/31/2015

Base

Option Period Number 3

Title of Work Assignment/SF Site Name

Passive Sampling Methods

Contractor

EASTERN RESEARCH GROUP, INC.

Specify Section and paragraph of Contract SOW

I & II

Purpose



Work Assignment



Work Assignment Close-Out



Work Assignment Amendment



Incremental Funding



Work Plan Approval

Period of Performance

From 04/01/2014 To 03/31/2015

Comments

This work assignment includes 200 hours for preparation of the work plan and to begin work on the work assignment.
This document is IAW the OBM 7.3.5.1(D)

Superfund

Accounting and Appropriations Data



Non-Superfund

Note: To report additional accounting and appropriations data use EPA Form 1900-69A.

SFO

(Max 7)



	DCN (Max 6)	Budget/FY (Max 4)	Appropriation Code (Max 6)	Budget Org/Code (Max 7)	Program Element (Max 9)	Object Class (Max 4)	Amount (Dollars)	(Cents)	Site/Project (Max 8)	Cost Org/Code (Max 7)
1										
2										
3										
4										
5										

Authorized Work Assignment Ceiling

Contract Period

Cost/Fee

LOE

04/29/2011 To 03/31/2015

This Action

Total

Work Plan / Cost Estimate Approvals

Contractor VAP Dated

Cost/Fee

LOE

Cumulative Approved

Cost/Fee

LOE

Work Assignment Manager Name Shaibal Mukerjee

Branch/Mail Code:

Phone Number 919-541-1865

FAX Number:

(Signature)

(Date)

Project Officer Name Karen C. Watson

Branch/Mail Code:

Phone Number 919-541-3114

FAX Number:

(Signature)

(Date)

Other Agency Official Name

Branch/Mail Code:

Phone Number

FAX Number:

(Signature)

(Date)

Contracting Official Name Rodney Daryl Jones

MAR 25 2011

Branch/Mail Code:

Phone Number 919-541-3112

FAX Number:

(Signature)

(Date)

Statement of Work

- I. Work Assignment Title:** Collaborative Evaluation/Validation of Low-Cost Volatile Organic Compound Passive Sampling Methods
Contractor Name: Eastern Research Group
Contract #: EP-D-11-006
WA#: 4-05
WAM: Shaibal Mukerjee, Ph.D. 919-541-1865
Alt WAM: Eben Thoma Ph.D. 919-541-7969

II. Background

This work assignment (WA) is a continuation of WA 3-09 (same title as this WA), Contract EP-D-11-006. Background information is presented in WA 3-09 and the EPA-approved Category III QAPP. (QAPP title: "Collaborative Evaluation of a Low-Cost Volatile Organic Compound Passive Sampling Method and Laboratory Intercomparison".) The focus of this WA is to continue to conduct monitoring and analysis using passive sorbent (PS) tubes to evaluate EPA Draft Method 325 A/B. This RARE/Regional Method project involves a team of EPA Regions (Regions 3, 5, 6, 8), ORD (NERL, NRMRL), NEIC, and OAQPS that deploys Carbopack X PS tubes (in duplicates) downwind of select VOC sources at fence-line locations around the country. Field sampling will take place for up to one year in each participating region, with up to a two-week sample exposure collected during each observation. The Category III QAPP for this WA has been approved by EPA on 09/12/2013 and is being followed. The purpose of this WA is to:

1. Provide lab analysis of samples generated from the EPA Regions and laboratory round robin studies as per the EPA-approved Category III QAPP for this project.
2. Short-form report of all data, Chain of custody, and QA measures analyzed in appropriate electronic format databases (MS Access and Excel).

III. Description and Tasks:

Task #1: Management and Work Plan

The Contractor shall plan for technical conference calls on an as-needed basis to brief the WA COR and EPA team on progress or issues to complete each task. The contractor shall prepare a work plan describing the technical approach for each of the tasks in this work assignment. In addition the Contractor shall provide a cost and labor estimate for the total work assignment and the cost and labor required to complete each of the WA tasks. The Contractor shall provide monthly reports to the EPA WA COR as required by the contract deliverables and must contain a summary of technical progress and WA resource use (labor and cost) information as required by the contract.

Task 1 Deliverables:

1. Work Plan
2. Monthly Progress Reports

Task #2: Purchase of any additional PS tubes and modification of QAPP

The Contractor shall provide additional PS (Carbopack X sorbent) tubes for study, beyond those already provided in WA 3-09. (The number of additional tubes to be ordered will be determined by the EPA WA COR in consultation with the Contractor.) Upon receipt of any changes to sampling schedule and/or location, the Contractor shall modify the Category III QAPP as addendums or provide a completed deviation report.

Task 2 Deliverables:

1. Modified Category III QAPP or deviation report as needed for monitoring and analysis.

Task #3: Analysis of PS tubes and database of analytical results and round robin lab analyses

The Contractor shall conduct lab analysis of samples from EPA Regions following the EPA Draft Method 325 analytical method and EPA-approved Category III QAPP for this project (QAPP title: "Collaborative Evaluation of a Low-Cost Volatile Organic Compound Passive Sampling Method and Laboratory Intercomparison"). Labs employed shall be determined from the letter report on round robin lab results in WA 2-03 of this contract. Round robin analysis shall be performed prior to or during analysis of the study as per Table 3-1 of approved QAPP. (The number of analyses will be determined by the EPA WA COR in consultation with the Contractor.) The Contractor shall report all results from the integrated study in electronic format databases only (MS Access and Excel). Databases shall include results from this study (this WA) and Philadelphia Passive Sampler Method Study.

Task 3 Deliverables:

1. Database of final, QA-ed samples analyzed, QA metrics, and chain of custody forms, including round robin analyses (MS Access and Excel formats).

IV. QA Requirements:

Calibrations of scientific instruments shall be performed under the EPA-approved Category III QAPP "Collaborative Evaluation of a Low-Cost Volatile Organic Compound Passive Sampling Method and Laboratory Intercomparison" including existing Standard Operating Procedures. Standard "good laboratory practices" for maintaining notebooks shall be employed. Any notebooks shall be provided to EPA in electronic format.

V. Deliverables:

Task	Activity	Date	Comments
1	Work Plan Provide Monthly Progress Reports	20 days after effective date of WA By the 15 th of the following month	NA
2	Modify existing QAPP or provide deviation report(s)	As needed	NA

3	Short-form report of final, QA-ed field sampling /round robin data in appropriate electronic format databases (MS Access and Excel formats).	MONTHLY	Monthly updates of final, QA-ed database required for spatial/fence-line data analysis to proceed
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VI. Reporting Requirements:

The Contractor shall provide monthly progress reports in accordance with the terms of the contract. The Contractor shall submit work products in electronic as well as hard copy form. In addition, the Contractor shall deliver to the WAM each draft and final report in electronic format that is readable by windows-based word-processing (Microsoft Word), graphics (Microsoft PowerPoint), spreadsheet (Excel), and database (Access) programs. The Contractor shall also provide electronic copies of reports in PDF format.